



**STATE OF NEW JERSEY
STATE RECORDS COMMITTEE**

P.O. Box 307, Trenton, NJ 08625-0307, 609.530.3200

www.njarchives.org/links/src.html

**AGENDA
STATE RECORDS COMMITTEE
NOVEMBER 18, 2004
10:00AM**

Location: New Jersey State Records Center Conference Room
2300 Stuyvesant Avenue
Trenton, NJ 08618-3226
(www.njarchives.org/links/directions.html#RECORDS)

Announcement of Open Public Meeting
Reading of the October 21, 2004 minutes

I. ADMINISTRATIVE ACTIONS:

- A. Announcement of Approval of Destruction Authorization: # 57-789 - #57-968**
- B. Image Processing System Renewals/Administrative Amendments**

II. OLD BUSINESS:

- A. Retention Schedules:** None
- B. Image Processing System Certification:** None
- C. Other:** None

III. NEW BUSINESS:

A. Retention Schedules:

- 1. Department of Banking and Insurance – Joseph Falca**
 - Real Estate Commission**
 - Real Estate Education – Items 4-0000 through 7-0000**
- 2. Department of Community Affairs - Joseph Falca**
 - Housing and Mortgage Finance Agency**
 - Finance – Item 16-0000 only**
- 3. Department of Law and Public Safety**
 - a. Consumer Affairs**
 - Board of Cosmetology and Hairstyling – John Berry**
 - b. Executive Commission on Ethical Standards - Joseph Falca**

B. Image Processing Certifications:

- 1. Monmouth County Enterprise Imaging System**
- 2. Warren County Clerk's Office**

C. PARIS and Records DIRECT Grant Programs:

- 1. Adoption of Amended Rules**
- 2. Adoption of Priorities for Funding in FY 2005 PARIS Grant Cycle**
- 3. Proposed Guidelines for Grant Applications**
- 4. County and Municipal Training Workshops for Writing Grant Proposals**

IV. OTHER BUSINESS: None